

**DELAWARE PROFESSIONAL STANDARDS BOARD
PROFESSIONAL DEVELOPMENT AND ASSOCIATED
COMPENSATION SUBCOMMITTEE**

The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901

Meeting Minutes

December 15, 2017
9:00 A.M.
Cabinet Room, Townsend Building

Members Present: Jim Comegys, Mary Cooke, Darren Guido, Alyssa Moore, Jon Neubauer, Lisa Pragg, Deb Stevens, Rhonda West

Members Absent: Matt Burrows, Deanna Hess, Mary Cooke, LouAnn Hudson

Others Present: Chris Kenton, PSB Executive Director; Laura Makransky, Deputy Attorney General, representing the PSB; Rick Lane, PSB Administrative Assistant

I. Opening

- A. Call to Order:** Alyssa Moore called the meeting to Order at 9:09 a.m.
- B. Roll Call**
Rick Lane conducted roll call for the meeting with 8 members present (Comegys, Cooke, Guido, Moore, Neubauer, Pragg, Stevens, and West).
- C. Approval of Agenda**
A motion was made by Darren Guido and seconded by Jim Comegys to approve the December 15, 2017 agenda. *The motion carried* (8 Yes to 0 No's – Comegys, Cooke, Guido, Moore, Neubauer, Pragg, Stevens, and West).
- D. Approval of Minutes**
Due to insufficient members present that were in attendance at the May 8, 2017, the minutes were not able to be approved. Those minutes were posted as DRAFT minutes and have been archived on the Public Meeting Calendar. Due to insufficient members present that were in attendance at the July 11, 2017, and September 12, 2017 PDAC Meetings, the minutes were not able to be approved and will be posted for approval at the next meeting.

II. Presentations

None

III. Professional Standards Board Update

Chris Kenton updated the committee on recent activities of the PSB.

IV. Micro-Credential Approval Rubric

Alyssa Moore presented the Micro-credential issuer evaluation criteria. The members discussed and agreed to evaluate Micro-credential providers and issuers for a three year approval period.

V. Other

Committee members discussed the upcoming meeting schedule.

VI. Public Comment

None

VII. Adjournment

A motion to adjourn was made by Darren Guido and seconded by Lisa Pragg. *The motion carried* (8 Yes to 0 No's – Comegys, Cooke, Guido, Moore, Neubauer, Pragg, Stevens, and West). The meeting adjourned at 10:49 a.m.